

Monoosnock Country Club Member's Website Guide

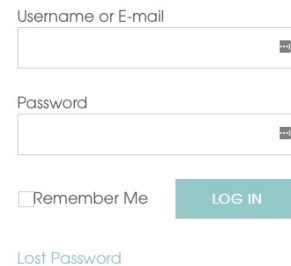
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Account Access

Logging In

1. Visit <http://monoosnockcountryclub.com/>.
2. Click on the **Members Only** menu and select the Login option.
3. Enter your username (or email) and password.
4. Click LOG IN button.



Username or E-mail

Password

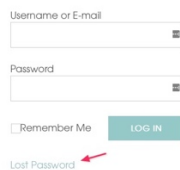
Remember Me

[Lost Password](#)

Forgot Password

If you do not know or remember your password...

1. Visit <http://monoosnockcountryclub.com/>.
2. Click on the **Members Only** menu and select the Login option.
3. Click the Lost Password link.



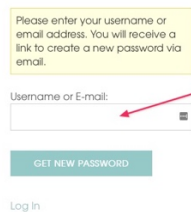
Username or E-mail

Password

Remember Me

[Lost Password](#)

4. Enter your email address into the empty field.



Please enter your username or email address. You will receive a link to create a new password via email.

Username or E-mail:

[Log In](#)

5. Click GET NEW PASSWORD button.
6. Check your email.
7. Click on the password reset link in the email sent to you. Here's an example of what that email looks like:

Someone requested that the password be reset for the following account: <http://monoosnockcountryclub.com/> Username: test1 If this was a mistake, just ignore this email and nothing will happen. To reset your password, visit the following address: <http://monoosnockcountryclub.com/resetpass/?key=OxRdCl.12oLybhVnyGV7O&login=test1>

8. On the screen, enter your desired new password. The system will fill out the password field, suggesting a strong random password, but you can change this. As you type a password, it will tell you whether it is strong or weak. ***For security reasons, it will not allow you to set a weak password.***
9. Click RESET PASSWORD.
10. You may now use your new password to log in to the website.

Enter your new password below.

New password

A*K8H)yB^2IXoC#T

Strong

Hint: The password should be at least twelve characters long. To make it stronger, use upper and lower case letters, numbers, and symbols like ! " ? \$ % ^ &).

RESET PASSWORD

Member Profiles

Edit Profile

1. Click on the **Members Only** menu and select **Edit Profile**.
2. Change information listed in any of the fields.
3. Click the UPDATE PROFILE button at the bottom of the page.



Hide Your Profile in the Members Directory

1. Click on the **Members Only** menu and select **Edit Profile**.
2. Check the box to “Hide from Directory?”

Directory

Hide from Directory?

3. Click the UPDATE PROFILE button at the bottom of the page.

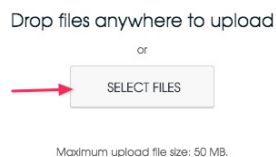


Upload Personal Photo

1. Click on the **Members Only** menu and select **Edit Profile**.
2. Scroll down to the Avatar section.
3. Click the button for CHOOSE IMAGE.



4. Drag and drop your image into this area, or click SELECT FILES to find the image on your computer.



5. Click the UPDATE PROFILE button at the bottom of the page.



Change Your Password

1. Click on the **Members Only** menu and select **Edit Profile**.
2. Scroll down to the LOGIN INFO section.
3. Click GENERATE NEW PASSWORD button.

Login Info

Email Address:

New Password:

4. Enter a new password into the space provided. The system suggests a password, but you can change it. Be sure to use a strong password. The system will not accept weak passwords.

New Password:

Strong

5. Click UPDATE PROFILE button to save your changes.

Members Directory

Searching for Members

1. Click on the **Members Only** menu and select **Members Directory**.
2. Enter part of either the first or last name into the search field and hit your ENTER key. Do not spell out entire names unless you know the exact full spelling. It's best to search for just part of the name. For example, entering "Matt" will find Matt and Matthew.

Search for:

3. Click on View Profile link to view additional details for a member on the list.

Tee Times

You can now reserve tee times on our website! Tee times may only be reserved for the current week.

Reserve Tee Time

1. Click on the **Members Only** menu and select **Tee Times**.
2. To reserve an available time slot, select a time from the drop down list.
3. Click the RESERVE NOW button.
4. Your name should appear on the list in that designated time slot.

Reserve New Tee Times

Time Slot:

Cancel Tee Time

1. Click on the **Members Only** menu and select **Tee Times**.
1. Under the Cancellation section, select a time slot from the list.
2. Click the DELETE THIS RESERVED TIME box.
3. Your name should be removed from the list.

Cancel Existing Tee Times

Time Slot: